

4/1/2018

## **NERL LAS VEGAS ENVIRONMENTAL SCIENCES DIVISION TRANSITIONING SITUATION REPORT**

The purpose of this memorandum is to establish a lease property transition team in advance of decommissioning, to ensure that all terms, conditions, and agreements have met by the occupant.

In addition, define whether a waiver of restoration exit in the current lease agreement for the Government (e.g. to cover the normal or customary use of the premises) during the term of the lease.

### **Transition Team Members:**

1. GSA Government Real-estate/ Broker Representative.
2. UNLV Board of Regents contact.
3. OARM Real-estate Representative.
4. ORD/NERL Representative.
5. NERL/Las Vegas Representative.
6. Las Vegas NRC (National Radiation Committee) Representative.

### **Agenda Items:**

1. Lease properties expiration NERL Las Vegas leased buildings (e.g. CHL, EXC, POS, Sunrise Warehouse & EPIC Archives).
2. EDDP (e.g. Procedures for decommissioning, guidelines, protocols, and general requirements.
3. Waiver of restoration considerations
4. Timelines and project management schedules.
5. Contract vehicles /mechanisms in place to perform (e.g. for EDDP efforts, samplings for chemicals, radiation, lead and any other known contaminations) and provide the analysis.
6. Operations and Maintenance/ Mail-room Warehouse contracts (e.g. tools, equipment, materials, personnel/labor & funding; to include miscellaneous activities) to perform restoration and repair, moving, shipping and receiving on a greater scales/basis than in a normal capacity.
7. Accountable/non-accountable property for (e.g. excess, recycling, disposition or auctioned excessed property in place)
8. Building clearance; removal of all furnishings (e.g. pictures, posters/bulletin boards, maps, desks, chairs, tables, filing cabinets, paper shredders, system furniture components, tools, equipment, freezers, refrigerators, printers, plotters, microwaves, phones, computers, monitors and UPS) prior to returning the leased buildings over to the **LESSOR**. (as close the original state as possible for acceptance)
9. Continued follow up meeting weekly/bi-weekly to keep everyone informed of any changes or new developments.

In summary, I've attempted to highlight some issues, concerns and challenges that lies ahead to better prepare NERL Las Vegas to make a smooth transition from EDDP to decommissioning and finalization.

V/R

Robert Andrews (NERL Las Vegas Facility Manager)